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AUTHOR Laughlin, J. Stanley
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ABSTRACT

In an effort to determine current salary levels and other practices related to personnel teaching continuing education, a survey of 23 institutions in the Rocky Mountain West was conducted by the Office of Institutional Research at Idaho State University. It was found that most of these institutions provide compensation or remuneration to faculty on a per credit hour basis with little or no attention paid to faculty rank. The average semester per credit hour rate was $315.00, with $255,00 the mean for instruction under the quarter system. It was concluded that slightly more than one-half of the institutions develop these courses on the basis of direct negotiation with the instructor. The complexity of the subject matter and the travel involved often entered in as items to be considered in reaching agreement. Nine institutions responded that they paid instructors on the basis of contract hours. The majority of institutions maintain travel allowances that average 18.5 cents a mile, with an additional stipend for meals and lodging. However, 18 of the 23 institutions surveyed do not provide monies to part-time faculty. One-half of the institutions reported providing monies to faculty for course development for unique courses. The money was usually paid directly to the faculty member. Appendices include a sample copy of the questionnaire and a listing of institutions returning questionnaires. (Author/LC)

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FACULTY REMUNERATION IN PROVIDING CONTINUING EDUCATION COURSES RESULTS OF A ROCKY MOUNTAIN SAMPLE

Office of Institutional Research
Idaho State University

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By

J. Stanley Laughlin
Director

With Much Appreciated Input

From

Dr. Cliff Trump
Vice President for Administration

And

Dr. Jack Mauch
Dean of Continuing Education
and Summer Sessions

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ABSTRACT

Faculty compensation for teaching continuing education courses has traditionally lagged behind in terms of salary adjustments due to inflation. In an effort to determine current salary levels and other practices related to personnel teaching continuing education, a survey of twenty-three institutions in the Rocky Mountain West was conducted by the Office of Institutional Research at Idaho State University.

It was found that most of these institutions provide compensation or remuneration to faculty on a per credit hour basis with little or no attention paid to faculty rank. The average semester per credit hour rate was $315.00, with $255.00 the mean for instruction under the quarter system.

In ascertaining how institutions paid faculty for instruction in non-credit special interest courses, it was discovered that slightly more than one-half of the institutions develop these courses on the basis of direct negotiation with the instructor. The complexity of the subject matter and the travel involved often entered in as items to be considered in reaching agreement. Nine institutions responded that they paid instructors on the basis of contact hours.

The majority of institutions maintain travel allowances which average 18.5 cents a mile, with an additional stipend for meals and lodging. A majority of the institutions did not provide additional monies based on distance traveled or a per hour rate for travel time.

Furthermore, it does not appear that the institutions in this sample provided monies to part-time faculty for travel expenses to attend professional meetings. Eighteen of the twenty-three do not. However, it appears that one-half of the institutions do provide monies to faculty for course development for unique courses. Usually the money was paid directly to the faculty member. There seemed to be no consensus in this category as to whether the course development was for a credit, non-credit or both types of courses.

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INTRODUCTION

Purpose of the Study

During the 1980 calendar year, Idaho State University began to examine the salary structure for continuing education faculty. To begin the examination it was decided to survey other universities within the region adjacent to Idaho for comparative purposes. The questions centered around faculty pay for both credit and non-credit instruction, travel expenses, travel time, and whether or not part-time or affiliate faculty were afforded opportunities for attending professional meetings at university expense. Additionally, the question of whether faculty were paid for course development was asked.

The survey form was developed to obtain answers to these questions and was mailed to institutions within the Rocky Mountain area of the United States. This report is a result of those efforts.

Questions to be Answered

The specific questions to be answered were the following: (See copy of the Instrument in the Appendix.)

1. Do you pay continuing education faculty who teach credit courses on a credit hour basis? If so, how much do you pay them per credit hour either by rank or rank ignored? If you do not pay by credit hour, how do you compensate faculty?
2. What kind of rate or basis are continuing education faculty paid for non-credit courses?

3. What kinds of reimbursement rates are provided to faculty for mileage, meals, lodging and travel time?

4. Are funds provided to part-time continuing education faculty for attendance at professional meetings and for course development?

Faculty Addressed

The intent of the survey was to delimit the study to those faculty who teach courses in continuing education. It was not to include faculty who teach such courses as their regular load. It was intended to include regular faculty who were provided extra compensation and people external to the regular faculty. As can be ascertained above, the theme centered around the amount of pay for faculty involved in teaching, travel, course development and professional meetings.

Sample

The sample of institutions planned as part of this study included twenty-five universities and/or comprehensive colleges within the Rocky Mountain United States. The sample was to be representative of institutions adjacent to the state of Idaho.

The institutions were from the states of Arizona, Colorado, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming. A total of twenty-three institutions responded to the questionnaire and are listed in the Appendix. This comprised a 92 percent return rate.

RESULTS

Remuneration for Credit Courses

Twenty-one of the twenty-three institutions paid their faculty based on a credit hour rate for teaching continuing education credit courses. Only three institutions paid their faculty on a graduated rate depending on professorial rank. Eighteen ignored rank altogether in determining compensation. The amount awarded ranged from $260.00 per semester credit hour to $425.00, with a mean of $315.00 (eight institutions). The amount awarded by quarter credit hour ranged from $200.00 to $300.00, with a mean of $255.00 (nine institutions). One institution paid 1/83 of the base salary times the number of quarter credit hours taught. Table One illustrates these figures.

Remuneration for Non-Credit Type Courses

The respondents were asked to indicate what kind of rate or basis their institution paid continuing education faculty. Nine respondents indicated their institutions contracted with faculty on the basis of such elements as type of program, location, etc. These responses listed salary in relation to fees collected or time spent per teaching day. Nine institutional personnel responded that they paid a dollar figure per contact hour. These dollars ranged from $8.00 to $35.00 per contact hour. There were two non-completions in this section of the survey.

TABLE 1

COMPENSATION RATES OF FACULTY
CREDIT HOUR COURSES

RANK	DOLLARS PER SEMESTER CREDIT HOUR	DOLLARS PER QUARTER CREDIT HOUR
(A) Rank Ignored	$425.00	$300.00
(Seventeen Institutions)	$400.00	$300.00
	$300.00	$262.00
	$300.00	$260.00
	$300.00	$250.00
	$275.00	$250.00
	$260.00	$250.00
	$260.00	$220.00
		$200.00
-- MEAN --	$315.00	$255.00

(B) Rank Considered
(Three Institutions)

Professor	$560.00/$525.00/$500.00	--
Associate Professor	$525.00/$502.50/$400.00	--
Assistant Professor	$490.00/$472.50/$490.00	--
Instructor	$455.00/$442.50/$285.00	--
Lecturer	$450.00/$285.00/Variable	--

(C) Other

One institution paid 1/83 of base rate times number of credit hours.

Two institutions contracted with faculty based on type of program.

In addition, one institution consider degree held by the faculty member, and another made an adjustment based on enrollment size of class.

Reimbursement for Travel, Meals, and Lodging

Twenty-one of the institutions indicated they provided allowances for mileage driven. One indicated "no", and one left the item blank. When asked about the rate of reimbursement, twenty-one of the twenty-three responded with a figure. The range was from 14 to 28.5 cents per mile, with the average being 18.5 cents.

The people were also asked if the rate of reimbursement changed if a faculty member travels over a certain mileage, and eighteen of the twenty-one said "no". Three reported a change. One gave a 10 cents a mile additional over 100 miles for an incentive, one dropped the rate to 14 cents for miles over 150, and another changed the rate to 15.5 cents of miles in excess of 1,000 miles in any one calendar month.

Regarding meals and lodging, sixteen of the twenty-three responded that their institution provides meals when the situation warranted. Five said "no" and one left the item blank. In relation to lodging, nineteen provided allowances for lodging. Three indicated they did not provide lodging, and one was left blank.

The rates paid for meals for lodging were the following:

Meals

(a) Actual expenses - two responses.

(b) State per diem - three responses.

(c) $2.00 Breakfast / $3.50 Lunch / $6.50 Dinner (In-State)

$3.00 Breakfast / $5.00 Lunch / $8.50 Dinner (Out-of-State) (Three Responses)

(d) $3.50 Breakfast / $4.50 Lunch / $10.00 Dinner (Two Responses)

$3.50 Breakfast / $3.95 Lunch / $9.00 Dinner
(One Response)

(e) $15.00/day (In-State) & $20.00/day (Out-of-State)

$36.00 for 24 hours, including lodging.

$45.00/day, including lodging.

$7.50 for dinner.

$1.46/hour for meals and lodging.

(One response for each of the above.)

(f) Six were not completed.

Lodging

(a) State per diem - two responses.

(b) Actual expenses - three responses.

(c) $22.00 - three responses.

(d) $21.00/day (In-State) & $40.00/day (Out-of-State)
(Four Responses)

(e) $21.00

$45.00/day, including meals.

$35.00/day

$1.46/hour for meals and lodging.

$36.00/24 hours, including meals.

(One response for each of the above.)

(f) Six were not completed.

Salary for Travel Time

Sixteen of the institutions indicated they do not reimburse faculty for the time traveling to and from continuing education classes. Five schools pay the faculty additional money based on some mileage figure base. The other two institutions reported various methods involving several elements on a basis for payment.

Of the five institutions who pay for travel time, one paid $10.00 per trip if more than 30 miles each way; one paid a state per diem, and three increased the dollars paid for the salary based on the per credit hour. Of the two reporting another method of pay, one reported this factor as an item of negotiation, and the other one indicated that the pay was based on state regulations.

Professional Meetings and Course Development

The respondents were asked if faculty who are totally part-time to continuing education and not part of the institutions' regular faculty were ever provided travel allowances to attend professional meetings. Eighteen of the twenty-three did not provide such monies.

When asked about money being provided to continuing education faculty for course development, eleven responded that this was a practice and ten responded negatively. There was no response to this item from two institutions. Of those which stated that money was provided, it was indicated that the tendency was to pay the money directly to the faculty member rather than to the department for course development. Of those indicating that they paid faculty to develop courses, six did provide monies for both credit and non-credit courses, while three indicated payment for credit course development only. Two indicated they provided money for course development only for non-credit course development.

CONCLUSIONS

After studying the results of faculty compensation for continuing education, the following conclusions can be drawn.

Most institutions in this sample paid continuing education faculty on a credit hour rate. Those who operate on a semester credit hour basis paid, on the average $315.00 per credit hour; those operating on a quarter credit hour basis, $255.00. If one would convert these two figures on a two to three ratio, either quarters to semesters or vice versa, the average paid for all institutions would be $345.00 on a semester credit hour basis and $232.00 on a quarter hour basis.

In ascertaining how the institutions pay faculty for teaching non-credit courses, slightly more than half of the institutions develop this type of course on a negotiated contract basis with such items as type of program, and location as considerations for pay purposes. Nine institutions responded that they paid solely on a dollar per contact hour rate.

The majority of institutions maintained allowances for travel, averaging 18.5 cents a mile, meals and lodging. It should be noted that a majority of the institutions did not provide additional monies for distance traveled. Travel time was not considered by a major portion of the institutions when providing money in salary or for reimbursed cost.

Furthermore, it does not appear that the institutions in this sample provided monies to part-time faculty for travel expenses to professional meetings. Eighteen of the twenty-two did not. However, it appears that one-half of the institutions did provide monies to faculty for course development. In such cases, the money was paid directly to the faculty member. The results were inconclusive as to whether payment for course development was predominant.

APPENDIX

A. SAMPLE COPY OF THE QUESTIONNAIRE.

B. INSTITUTIONS RETURNING QUESTIONNAIRES.

COPY OF FORM MAILED 10/1/80

Idaho State University
Pocatello, Idaho
83209

Office of Institutional Research

Campus Box 8051

TO:

FROM: Dr. J. Stanley Laughlin
Office of Institutional Research
Idaho State University

J.S.L.

SUBJECT: Enumeration of Faculty Who Teach Continuing Education Classes.

DATE: September 30, 1980

I need your help. Could you provide me with data about salary and related payment to continuing education faculty? Our institution is attempting to determine the relationship of Idaho State University's policy with policies of institutions geographically related to us. Could you provide the following data by October 22, 1980, on the enclosed form?

The continuing education faculty considered herein are those people who teach courses for which the class is not part of their regular load. This may be regular faculty who are paid extra for continuing education courses or external people who are hired to teach continuing education classes. Do not consider faculty who teach continuing education as part of their regular load.

Futhermore, we are interested in rates of salary at your institution. That is, include people who teach your continuing education courses for which you issue a check. Exclude people who are paid by an exterior unit and your institution does not handle the reimbursement. (Such as a person from General Foods who receives all the fund from General Foods.)

Thank you very much. If you have any questions, please feel free to contact me by telephone: (208) 236-3193, or by mail: Campus Box 8051.

JSL/cb

Enclosure

Equal Opportunity Employer

CONTINUING EDUCATION FACULTY ENUMERATION QUESTIONNAIRE

1. Do you pay continuing education faculty who teach credit courses on a credit hour rate (i.e. $300 per credit hour)? YES____ NO____

2. If #1 is yes, are pay rates developed by rank (i.e. $350 for a professor per credit hour; or $300 for an associate professor per credit hour, etc.)? YES____ NO____

3. If #1 is yes, what is (are) the rate(s) your institution pays?

	DOLLARS PER SEMESTER CREDIT HOUR	DOLLARS PER QUARTER HOUR
(a) By Rank.		
Professor	$_____	$_____
Associate Professor	$_____	$_____
Assistant Professor	$_____	$_____
Instructor	$_____	$_____
Lecturer	$_____	$_____
(b) Rank Ignored	$_____	$_____

(c) Other._____

_____

_____

4. If #1 is no, on what kind of rate do you pay your continuing education faculty. Be specific.

_____

_____

_____

_____

5. On what kind of rate or basis do you pay continuing education faculty for non-credit type courses?

   (a) $_____per contact hour.

   (b) Other. Be specific._____

   _____

6. Are continuing education faculty provided allowances for mileage driven (personal car)? YES____ NO____

7. If #6 is yes, under what rate are they reimbursed?

   (a) _____¢ per mile.

   (b) Other. Be specific._____

   _____

   (c) Does the rate of reimbursement change if a faculty member travels over a certain mileage? YES____ NO____

   Please explain._____

   _____

8. Are continuing education faculty who travel paid for travel time (i.e. $10.00 per hour)?

   Less than or equal to 45 minutes? YES____ NO____

   More than or equal to 45 minutes? YES____ NO____

9. If #8 is yes in either case, on what basis are they paid?

   _____

   _____

   _____

10. Are continuing education faculty provided allowances for meals? YES____ NO____

    For Lodging? YES____ NO____

11. If #10 is yes for either meals or lodging, under what rate are they paid?

MEALS_____

_____

LODGING_____

_____

12. Are people who are totally part-time faculty to continuing education (not part of a regular faculty unit) ever provided travel allowances to attend professional meetings? YES____ NO____

13. Is money provided to continuing education faculty for course development? YES____ NO____

Money paid to faculty? YES____ NO____

Money paid to a department or unit? YES____ NO____.

The above comments apply to: ____ Both Credit & Non-Credit Courses

____ Only Credit Courses

____ Only Non-Credit Courses

Institution name, title and telephone number of the person completing this questionnaire.

INSTITUTION_____

NAME_____

TITLE_____

TELEPHONE NUMBER____( )_____

Thank you very much. I appreciate your help. If I can be of assistance to you in your studies, please feel free to contact me.

Dr. J. Stanley Laughlin
Office of Institutional Research
Idaho State University
Campus Box 8051
Pocatello, Idaho 83209

INSTITUTIONS RETURNING
QUESTIONNAIRES

ARIZONA
- Arizona State University
- Northern Arizona University

COLORADO
- Metropolitan State College

IDAHO
- Boise State University
- Idaho State University
- University of Idaho

MONTANA
- Eastern Montana College
- Montana State University
- University of Montana

NEVADA
- University of Nevada, Las Vegas
- University of Nevada, Reno

NEW MEXICO
- Eastern New Mexico University
- University of New Mexico

OREGON
- Eastern Oregon State College
- Oregon State University
- Portland State University

UTAH
- University of Utah
- Utah State University
- Weber State College

WASHINGTON
- Central Washington University
- Eastern Washington University
- Washington State University

WYOMING
- University of Wyoming